

Proposal contained in the Notes dated 31.01.2011 received from Principal Secretary, L&LR Dept., Government of West Bengal (and Nodal Officer) along with relevant papers thereto may be seen (CP – 24 to 12).

The following extracts could be made from the aforesaid proposal and supporting papers:

1. As per direction of Hon'ble Supreme Court read with subsequent clarifications thereto provided by the Commissioners of Supreme Court in respect of WB (Civil) No.196 of 2001, the State Government has to take the measures for providing adequate shelters and amenities to homeless population in 3 cities of the State viz. Kolkata, Howrah and Asansol.
2. As resolved in the Consultative meeting on 'Shelter for homeless' with stakeholders from Government and Civil Society Organisation (NGOs) held on 19th January 2011 attended by the Principal Secretary, L&LR Dept., Principal Secretary, WCD & SW Dept. and Secretary, Municipal Affairs Department along with other officials and representatives (minutes at CP – 15-12) a Rapid Assessment Survey (RAS) would be taken up immediately in abovementioned 3 cities – by Calcutta Samaritans for Kolkata and possibly Asansol and jointly by Don Bosco Ashayalam and Seed for Howrah.
3. As per the guidelines in the meeting held on 25.01.2011 in the chamber of Chief Secretary, Government of West Bengal, fund required for survey/research and initial initiatives for implementation of programme may be made available from KUSP. The fund for conducting the survey and preparation of the schemes by Calcutta Samaritans would also be leveraged from KUSP. It was also decided that contingent expenditure in connection with functioning of the Addl. Nodal Officer (Shri Pinaki Halder) would be provided from KUSP.
4. The Calcutta Samaritans has submitted a proposal for "Rapid Assessment Survey and Head Count of Homeless of Kolkata" vide their letter dated 28-01-2011 (CP-11). The estimated budget for the proposed RAS is ₹ 7,66,775/-. In the aforesaid proposal, the Nodal Officer and Principal Secretary, L&LR Dept. has requested for early release of the aforesaid budgeted fund of ₹ 7,66,775/- to the Calcutta Samaritans. The Calcutta Samaritans vide their letter dated 31-01-2011 (CP-22) has submitted the ToR, Deliverables etc. and has proposed the terms of payment as 30% as Mobilisation of advance within 3 days (by 5th February 2011), 2nd instalment of 50% within 12th February 2011 and remaining 20% within one week of completion of the survey process and submission of final compiled report.
5. The entire matter has further been discussed on 31-01-2011 in the chamber of Secretary, Municipal Affairs Department followed by discussion in the chamber of Chief Secretary in presence of other officials and representative of Calcutta Samaritans. During the said discussion along with other matters it was decided that the Work Order for the proposed survey would immediately be issued from KUSP in favour of the Calcutta Samaritans so that the survey work could start immediately.

The following proposals are submitted for consideration:

- i) The Calcutta Samaritans, a registered society under the West Bengal Societies Act, 1961, working for many years in the field and having an in-depth understanding on the issue may be engaged for conducting the aforesaid rapid assessment survey for an amount of ₹ 7,66,755/- out of KUSP fund.
- ii) The Terms of Reference of such engagement, the scope of work, the ultimate deliverables etc. should be as mentioned in the proposal vide their aforesaid letters dated 28-01-2011 & 31-01-2011 and as may mutually be agreed between them and the Nodal Officer/Addl. Nodal Officer.



- iii) The terms of payment would be as proposed by them (indicated at Para 4) of the foregoing Notes.
- iv) Besides the above, the fund required for other purposes has been resolved in the meeting held on 25-01-2011 in the chamber of the Chief Secretary, Government of West Bengal and as indicated at Para 3 of the aforesaid note may also be provided from KUSP fund.

Submitted for approval. If approved, the Work Order may be issued as per the draft placed below.

PM
PD

Wmldan
1/2/11

May kindly be approved.

1-2-11

[Signature]
01.2.11

Secretary, MA Dept, GoWB

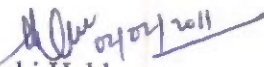
U.O NO:- CMU-751/2011/137
Date:- 02.02.11

Asstt Nodal Officer S. Pickett Helder,
WBSCS (Exe) will pl opine. 02/2/11

S. Pickett Helder
WBSCS (Exe)

I may use this opportunity to record the background.

Following the recent directives of the Supreme Court of India in a Public Interest Litigation, there have been very rapid developments. Initially, all of us were giving responses which were becoming probably unorganized and we have been receiving alerting signals from our advocates in Delhi. The Apex Court formed a Joint Inspection Committee which have found some flaws in the offers / claims of the Kolkata Municipal Corporation to provide shelters for the homeless in the civic schools. Some problems have been noted in other towns also. The parent file on the subject in the Municipal Affairs Department must be having the entire background. The L&LR Department (LRC being the State Nodal Officer) and the Social Welfare Department also have their own files. The latest decisions (including the decisions to entrust the survey work to The Calcutta Samaritans) have been recorded in meeting proceedings signed by the Chief Secretary with regard to meeting chaired by him on 31.1.2011. That may be kept in the file. Incidentally, Smt. Reshmi Ganguly, Programme Coordinator of The Calcutta Samaritans is a member of the Inspection Committee formed on the basis of the Order of the Supreme Court dated 7.1.2011. It has been found wise not to drift farther and to immediately engage a charitable NGO that has experience in the field. Kolkata Samaritans, an organization that she represents has also received income tax exemption certificate as per section 80G of the income tax Act (see papers kept in the file) and the very fact that their representative has been selected by the Apex Court may be noted. The Advisor to the Commissioners of the Supreme Court has also accepted our modalities (see the minutes of Chief Secretary's meeting). As such, the draft letter may be issued with further minor changes as suggested by me.


Pinaki Halder

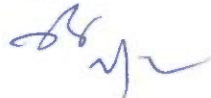
Addl. Nodal Officer

Scy. MA Dept. for kind perusal.

As proposed.

Aty. 2/2/11

87- issue.



BE
2/2/11

PD/
CIV/
KH/SP



Sub: - Rapid Assessment Survey on the Home less population of over Karnataka

Ref: - 1st claim of H/s The Calcutta Samaritans for the mobilization Advance.

Shriya memo no - CMU-757/2011/2037 dt 2.2.11 an work order was issued by P-D/CMU to H/s Calcutta Samaritans (vide flag-A) for taking up the above work as per decision in the meeting of chief secretary & secretary H/A (flag-B).

As per decision it was agreed by all senior officers of GOVT that an amount of Rs 7,66,775/- should be released to them as per suggestion given by them vide memo dt 31.1.11 (flag-C). These are as follows:-

- 1) ~~1st instalment~~ ^{mobilization Advance} 30% of total cost by 5-2-11
- 2) ~~1st instalment~~ ^{1st instalment} - 80% " " " by 12-2-11
 (includes mobilisation advance @ 30%)
- 3) Final - 20% " " " by one week after survey & submission of final report

Accountingly the agency has approached for 1st instalment of payment for Rs 2,30,000/- for starting of the work. (flag-D)

As per condition this may be approved and request Afo ~~to~~ to pay the amount urgently.

Charan Kumar
3/2/11

"A" is approved.

3/2

P.D

3/2/11



Notes and Order form Prepage : —

Since approved by the Project Director CMW dt. 03/02/11 as NSP-4. Following invoice has been received for advance payment. Details are given below: —

Name	Invoice NO. & Dt.	Particulars	Amount (₹)	PNTS C/N.O. & Dt.
1) THE CALCUTTA SAMARITANS.	NO - NIL Dt. 03.02.11	Mobilization advance for the proposed Rapid Assessment Survey on the Homeless Population Over Kolkata.	2,30,000/-	C/N.O. 230827 Dt. 03.02.11

[30% of Work Value i.e. Rs. 7,66,775 x 30%
= Rs 2,30,082/- say Rs. 2,30,000/-
as per NSP-4]

Pay order as endorsed on the body of the above invoice may kindly be signed by the Accounts Officer CMW.

Above advance payment cheque has been prepared and its placed for signature of the A.O CMW / P.M CMW / P.D CMW jointly.

Submitted.

u. Dutta.
03/02/11

[Handwritten signature]
03/2/11
A.O
P.M
P.D

[Handwritten signature]
A.O

Sub: - Rapid Assessment Survey on Homeless in Howrah.

This has a reference to the order of Hon'ble Supreme Court passed from time to time in respect of WP No. 194 (Civil) of 2001, UOI vs. Ors. on the issue of 'shelter for homeless'.

As per the order of the Apex Court, the state government has to provide adequate shelter to the urban homeless population in the three J.N.K.R.M. Mission Cities of Kolkata, Howrah and Asansol.

The SC also issued order to conduct Rapid Assessment Surveys in the three cities to identify the 'homeless population' and their concentration locations to enable the govt to arrange for shelters.

The RAS for KMC areas has already been initiated in public-private mode by The Calcutta Samantans through work order issued by KSP. Decisions on this regard were taken in the consultative meeting held on 19 January 2011, subsequently in the Chief Secretary's meeting held on 25 January 2011.

For Howrah Municipal Corporation areas, the NGO SEED has submitted a proposal (placed along with the note sheet) to conduct the RAS in 50 wards as per decision taken in the aforesaid meetings and in the meeting taken by the Secretary, MA Dept. on 7.2.11. In this chamber with the NGOs. (Copy is attached).

SEED is working on the issue of street and working children in Howrah with provision of shelter. They are also having partnership with the Ministry of WCD, GOI and GOWB in the related project implementation, it is understood. With these credentials, the decision to engage SEED for the RAS in Howrah was taken jointly by the NGOs representing petitioners' side from West Bengal and the State Government.

In the proposal, SEED has proposed to engage 70 field investigators to be supervised by 7 Supervisors for a total number of 8 days by which the RAS data collection will be completed. SEED is a registered society under Registration of Societies Act 1961 (Regn No. 51/69958 of 1991-92) and also registered as 12A of IT Act 1961, photocopies of both are attached.

As per the affidavit filed by the Chief Secretary, GOWB, before the Apex Court on 21.01.2011, the RAS has to be completed within the month of February 2011 and the findings to be submitted to the government by mid-March 2011.

The proposal has been examined by the undersigned and is in line with the agreement with The Calcutta Samantans proposal, who have already been entrusted with RAS for KMC area by KSP.

SEED has provided a brief outline on the deliverables for the project as TOR. Such may also be pursued. The budget, as mentioned earlier is realistic and may be approved.

In the background of above, the RAS for Howrah may be entrusted to SEED and workorder may be issued accordingly. Submitted to PD, WSP vide note of Secretary, NA Dept. as the body of forwarding of the proposal.

10/01/2011
P. Halder, Addl. nodal offi.

Project Budget, WSP.

Pi. Process.
10/2

PM

PE, please process it urgently. Fund to be placed immediately.

10.01.11

I have gone through the above note. It is noted there lies no budget reflection in the above long findings of Mr P. Halder, A.N. Officer. However as per proposal of SEED it is seen that approximate estimated value is Rs 2,10,000/- for the above dump at Howrah.

As directed one W/O is placed in the file in the line of M/s Banu Calcutta Samaratna for the mka value of Rs 2,10,000/- as indicated by SEED considering urgency of mka and approval of senior officers of Govt for Howrah City.

~~It is approved that may be requested to release the fund for permanent work~~

If approved the W/O may be signed.

11/2/11

Seen the note.

Note 'x' above may finally be approved. Draft may kindly be prepared & signed.

11.01.11

PM
PD



11-02-2011

Notes and Orders at NSP-1 to 3 may be seen. The proposal of SEED vide their letter dated 9-2-2011 with endorsement of Secretary, Municipal Affairs Department thereon (placed at CP-41 to 54) and notes and recommendation thereto by Shri Pinaki Halder, WBCS(Exe), Addl. Nodal Officer at CP-6 & 7 may also be seen.

In continuation of the notes at CP-1 & 2 the following points are submitted:

- x { (1) As approved by the Secretary, Municipal Affairs Department at NSP-3, the work relating to Rapid Assessment Survey and head count of Homeless of Kolkata has been placed to the Calcutta Samaritans, an NGO, at their offered rate of Rs.7,66,755/- vide this Office No.CMU-751/2011/2237 dt.2-2-2011 (CP-28).
- (2) The minutes of the meeting held on 31-1-2011 in the office chamber of the Chief Secretary in the matter as received from L&LR Department vide their No.LRC/509/11 dt.3-2-2010 are placed at CP-34 to 36). In the said meeting it was decided that the responsibility for conducting the Rapid Assessment Survey (RAS) in HMC are would have to be given to SEED/Don Bosco Ashyalam who are working in the area on shelter for homeless on receiving proposal from them out of KUSP fund.
- (3) The minutes of the meeting held on 7th February 2011 in the office chamber of Secretary, Municipal Affairs Department, duly approved by the Chief Secretary, have been placed at CP-37 to 40. In the aforesaid meeting it was further decided that the survey for Howrah Municipal Corpn. area would be taken up by SEED, an NGO working in Howrah on the relevant issues and who have a partnership with WCD Dept., Government of West Bengal addressing the issues of street children in Howrah.
- y { (4) Now, the NGO, SEED has submitted their proposal for the Rapid Assessment Survey of homeless at Howrah vide their aforesaid letter dated 9-2-2011 (CP-41 to 54) with an estimated budget of Rs.2,10,000/- . Shri Pinaki Halder, WBCS(Exe), Addl. Nodal Officer has, vide his observations at NSP-6 & 7, has recommended the proposal at the proposal budget to entrust the responsibility to SEED from the end of KUSP. He also endorsed the budget as realistic.

If approved, the work order, as per the draft is placed below, may be issued from KUSP in favour of SEED for the aforesaid job.


(Bharat Chandra Saha) 11.2.11
Project Director, CMU

Secretary, MA Dept, GoWB

x: Has this also not met with the approval of Chief Secy? To confirm.

y: Are the terms & conditions proposed by SEED compatible with the terms & conditions given by Calcutta Samaritans?

ADD Nodal Officer Pinaki Halder will receive his views and forward the file to be via the Nodal Officer [R. Saha, L&LR].
11/2/11

Shri Pinaki Halder WBCS(Exe)
Addl Nodal Officer



Queries of the Secretary, MA Dept. Prepage - The Chief Secy has approved engagement of The Calcutta Samastha for conducting RAS in Kove area.

X' - In the meeting taken by the Chief Secretary, Govt on 25/1/11 and subsequently in the meeting taken by the Secretary MA Dept. (minutes approved by the Chief Secretary), SEED was identified as the NGO to conduct the RAS for Haryana MC areas. The decision in this regard was taken in a consultative approach with the persons ^{from NGOs} representing the petitioners side in the DP no 196 of 2007.

Y' - The terms and conditions proposed by SEED is compatible with the same approved for The Calcutta Samastha. L.R. 2 Nodal Office has left the office for Delhi and won't be back before 17/2/11. So, placed before the Secy MA Dept.

[Signature]
11/2/11

As proposed ✓

AM/2/11

~~Secy MA Dept.~~

PD, CMU
KUSP



Info: - Rapid Assessment Survey for against shelter for the same less at Hawnh.

Ref: - M/S VEED [CP-56]

Agency memo no - CMU-751/2011/2276 an work order for taking up the above work was entrusted to M/s Veed with the conditions as laid down in the TOR. The amount was Rs 2,10,00.00

Accordingly they have submitted a claim for Rs 63,00/- only as mobilisation advance as 30% of total value.

Considering urgency this amount may be approved. Afo may be requested to hand over the same to M/s Veed.

~~PKP~~
~~P.D~~

14/2/11

14.02.11

Afo
for rec. please
over
14/2

As proposed.

14/2



Sub: - Rapid Assessment Survey on Shelter for Homeless at Calcutta

Ref: - w/s Shr Calcutta Samaritans [CP-57]

Shykh memo no- 751/2011/2237 dt 2.2.11 and n/s was placed to the above agency for Rs 7,66,755/- for taking up the above work.

Already a mobilisation has advance has been issued to the agency for Rs 2,30,000/- as 30% of total value.

Now they have approached for 80% of the total value less mobilisation advance as Rs 3,83,420/-

The concerned nodal officer Mr P. Halder has recommended for payment after observing the satisfactory performance of the agency.

As such prayer for further instalment as 80% (-) mobilisation advance may be released for Rs 3,83,420/-

Put up for approval.

~~PH~~
~~P.D~~

A/O
for n-a please
14/2

Approved
14/2/11
14.02.11

As proposed
14/2

15/2/11



12

Notes and Order at NSP- 10 & 11 : —

Since approved by the Project Director, at NSP- 10 & 11 dt. 14.02.2011 following two (2) invoice have been received for payment and one for advance. details are given below: —

Name	invoice NO.	Date	Particulars	Gross (₹)	TDS	Net pay (₹)
1) Society for Educational & Environmental Development. (SEED)	NIL	dt. 14.02.11	Mobilization Advance for Rapid Assessment Survey and head count of Homeless of Howrah.	63,000/-	—	63,000/-

PNB ch NO. 230353
dt. 15.02.11

2) The Calcutta Samaritans.

invoice-NIL
dt. 10.02.11
claim for the Proposed Rapid Assessment Survey on the Homeless population over Kolkata.

Gross bill (₹) < 6,13,420.00
 Less: Advance < 2,30,000.00
 at NSP-5
 3,83,420.00
 Less: TDS @ 10% < 61,342.00
 on R. 6,13,420/-
 Cheque Amt. < 3,22,078.00

PNB ch NO: 230354
dt. 15.02.2011

Pay Order as endorsed on the body of the above bills may kindly be signed by the Accounts Officer cum.

Above two A/c Payee cheque have been prepared and placed for signature of the AO. cum / P.M cum and the P.D cum jointly.

Submitted.

M. Antha.
15/02/11

[Signature]
15/2/11

[Signature]
15/2/11

[Signature]
P.D. cum.

[Signature]



Shelter for the Homeless (RAS)

Agency - M/S Seed - 1st instalment

Refer further to the NSP at page-10 and payment through NSP at page-12, M/S Seed through memo no nil dated 18.2.11 has again approached for 80% of fund as per condition (C.P-61) minus the mobilisation advance for Rs 1,05,000.00.

Joint additional nodal officer in Pinaki Halder has recommended for 50% release of the said amount.

Accordingly break up of the payment are as follows

- a) Sanctioned amount → Rs 2,10,000.00
- b) Mobilisation advance as 30% → Rs 63,000.00
- c) claim in this instalment in 80% of sanction → Rs 1,68,000.00
- d) Less mobilisation advance → Rs 63,000.00
- e) Balance due → Rs 1,05,000.00
- f) Recommendation of ANO in 50% of Rs 1,05,000.00 → Rs 52,500.00

Hence the above ~~above~~ amount of Rs 52,500.00 as recommended may be approved for payment.

Approved
22/2/11

As per
[Signature]
M

~~P.D~~
~~A/O~~
[Signature]
22/2/11



Notes and orders from NSP-13

Since approved by the PD/CMU at NSP-

13 dt 22/2/11, the following bill has been processed for Payment. Details are noted below:-

<u>Name of the Payee</u>	<u>Bill no & date</u>	<u>Particulars</u>	<u>Amount - Syndical Bank CH no & date</u>
Society for educational & Environmental Development.	Nil dt 18/2/11	Claim for 2nd instts of the total cost for the proposed Rapid Assessment Survey on the homeless population over Howrah (50 wards of HMC)	CH No 746161 dt 23/2/2011
Syndicate Bank		Bill amount - Rs. 1,15,500/- including Advance.	Cancelled & issued fresh cheque
		Tens Mob. Adv. (-) 63,000/-	
		Less T.D.S 10% (-) 11,550/- on Rs 1,15,500/-	
		Cheque to be prepared amounting to Rs. <u>40,950/-</u>	

Pay order as endorsed on the bill and is put up below for signature of Accounts officer/cmu and one A/c Payee cheque has been prepared and is placed herewith for kind signature of A/O and the PD/PM/FA jointly.

A/O
P.D. CMU
23/2/11

23/2/11

23/2/11

Syndicate Bank A/c cheque no 74 61 61 dt 23/2/2011 was issued in favour of Society for educational Environmental Development which has now been cancelled due to some Technical ^{points}. Now a fresh cheque has been issued in favour of the above payee and is placed herewith for kind signature of A/O/cmu and the PD/cmu jointly.

CH no 746164 dt 24/2/2011

A/O
P.D. CMU
24/2/11

24/2/11

24/2/11

Sign
Borja



• Letter for Homeless (RAS)
Agency - M/S Seed - 2nd instalment

Further to NRP at P-10 & Page-13 M/S Seed has approached this office, through Additional nodal officer vide memo no - nil dated 24.2.11, for release of balance Rs 52,500/- due against the 1st instalment. (CP-61)
The Additional nodal officer has duly recommended for the same on the body of the bill.

The break up is as follows: —

- 1) Sanctioned amount → Rs 2,10,00.00
- 2) Mobilisation advance → Rs 63,00.00
30%
- 3) Claim in 1st instalment → Rs 1,05,00.00
as 80% minus mobilisation ~~80%~~
- 4) Payment given in 1st instalment → Rs 52,500.00
- 5) Due payment in 2nd instalment → Rs 52,500.00
- 6) Recommended by AWO is the entire amount → Rs 52,500.00

Hence the above amount of Rs 52,500.00 as recommended may be approved for payment.

P.D
A.O
M/S
11/3/11

28/2/11
 As proposed

 28/2

Notes and orders above

Since approved by the Project Director for ~~release~~ payment, following cheque has been prepared. Details are given below:

Name of Payee	Bill NO. & D.	Particulars	Bill Amt.	Tos	Net Amt.
1) Society for Educational & Environmental Development	- d. 24.2.11	Survey on Homeless population in Hawal (Gross - 1,68,000 (80%) Less: Paid 1,15,500	52500/-	52500/-	Rs 47,250/-

A.O
P.D

1 (One) A/c payee cheque is placed for signature of the A.O and the PM/ the PD jointly. 2/3/11

Ch. NO. 230988
 Dt. 03.03.11
 2.3.11



16

Sub: - Payment of fees of Senior Advocate, Supreme Court reg NP no 196(civil) of 2001 in connection with Shelter for Homeless

Ref: - Memo no - LRC/523/11 dt-14.3.11 of LRC & P. Sec of L & LR department Govt of WB through Secretary HA department

Through above memo ^{Pr Sec LR department & Sr Advocate} has forwarded two bills for appearing before the Supreme Court along with clerical charges.

These are as follows: -

- 1) In the name of Bhaskar P. Gupta, Senior Advocate → Rs 30,000/-
- 2) In the name of Kalyan Jana for clerical charges → Rs 3,000/-

They have requested for two separate cheques & pre receipt bill is enclosed. This may be approved for payment

15/3/11

May kindly be approved.

15-03-11

15/3

15-03-11

~~PH~~
~~PD~~
AD

~~A.O.~~

16/3/11



Notes and orders from Page.

Since approved by the Project Director cmv at NSP-16 dt 15/3/2011. The following bill has been received & has been processed for payment. Details are noted below:—

<u>Name of the Payee</u>	<u>Bills & date</u>	<u>Particulars</u>	<u>Amount</u>	<u>CH no & date</u>
①	Bhaskar P Gupta BPG-44 20/03. 03.2011 dt 8 ³ / ₁₁ .	Court fees for writ petition no 196 of 2011 Peoples Union for Civil Liberties appeared on behalf of the Respondent state of WB	30,000/-	CH no 230423 dt 16.3.2011
②	Kalyan Jana. - do -	10% charge for clerkage of Rs 30000/- for writ petition no 196 of 2011 appeared on the above subject	3000/-	CH no 230424 dt 16.3.2011

Pay order as endorsed on the bill for kind signature of AO/cmv and also the 2 A/c Payee cheques have been prepared in SL no I & 2 respectively as requested by the Senior Advocate and are placed herewith for kind signature of AO/cmv and the Am/PS/cmv jointly.

Ao
P.M. Chatterjee
16/3/11

16/3/11

16.03.11



Sub:- Final claim against R.A-S by
H/S Calcutta Samaritans & H/S Seed

- Ref:- 1) H/S Calcutta Samaritans (Bill no nil dt 29-3-11)
 2) H/S Seed. (Bill no nil dt 31-3-11)

Thru above two memos Calcutta Samaritans & Seed has approached for final instalment of payment against the Rapid Assessment Survey and against shelter for Homeless.

The memos order for the above memos were issued by CUO office vide memo no 751/2011/2237 dt 2-2-11 and memo no 751/2011/2276 dt 2-2-11 for an amount of Rs 7,66,775.00 & Rs 2,10,000.00 respectively.

Already 80% of the above memos has been paid as per recommendation of nodal officer and after completion of work and the certification by the nodal officer (Sri P. Halder) they have approached for 20% of the balance amount with a copy of project report.

The details are as follows: —

Description	H/S Samaritans	H/S Seed
1) Total sanctioned		
1) Total sanctioned -	Rs 7,66,775.00	Rs 2,10,000.00
2) Already paid -	Rs 6,13,420.00 (NSP-4211)	Rs 1,68,000.00 (NSP-10,13,15)
3) Balance to be paid	Rs 1,53,355.00	Rs 42,000.00
4) Recommendation of nodal officer after observing the project report	<u>Rs 1,53,355.00</u>	<u>Rs 42,000.00</u>

So the above amount of Rs 1,53,355.00 in favour of "The Calcutta Samaritans" and Rs 42,000.00 in favour of "Society for Educational Environmental Development" may be released.

Put up to PM/PD for perusal & further n.a.

AW
31/3/11

Note 'X' above may kindly be approved.

31-03-11

[Signature]

AW
AD

PE A/O
AW
31/3



Notes in foregoing pages and approval for payment of the following bills at NSP-18 may please be seen:-

Since approved the following final payments against job for Rapid Assessment Survey on the Homeless population at (i) Kolkata & (ii) Howrah are processed below:-

<u>Agency.</u>	<u>By, Bill</u>	<u>Amount</u>	<u>T.Ds.</u>	<u>Cheque</u>
(1) The Calcutta Samaritans (for Kolkata)	Bill B 29/3/11	Rs. 1,53,355/- (Final 20% of Rs. 7,66,775)	Rs. 15,336/-	Rs. 1,38,019/-
<u>Cheque NO: 858951 dt. 31.03.11</u>				
(2) Society for Educational & Environmental Development (for Howrah)	Bill B 31/3/11	Rs. 42,000/- (Final 20% of Rs. 2,10,000)	Rs. 4200/-	Rs. 37,800/-
<u>Cheque NO: 858952 dt. 31.03.11</u>				

The above cheques are placed for signature of A.O. CMU & P.D. CMU, jointly.

~~N/O~~
~~P.D. CMU~~

MMU
31/3/11

AM:
31/3/11

~~TWO AS:~~
~~AS~~
m/



Principal Secretary & nodal Officer Land and Land Reform Department vide memo no- LRC/538/11 dt- 16.5.11 has circulated a copy of minutes of the meeting of Chief Secretary in his Chamber on 6.5.11 wherein in the Secretary MA was also present.

Imp

In point (4) of the said minutes it is stated that additional '50 copies' of the RAS report of Kolkata should be printed by using fund from KOSP.

Accordingly an instruction has been issued by PM to make necessary printing & binding arrangement for the same (50 copies) and thereafter it should be sent to Pinaki Halder, Addl nodal Officer for RAS & Dy Secretary Govt.

P.D

On the basis of which a soft quotation is put up for approval & signature of P.D

2: - one soft quotation

Amalendu
27/5/11

P.D

60 copies (10 to be preserved in this office for future use) may be ordered -

Rohit
27/5

P.D

corrected NID placed for signature

Amalendu
27/5

27/5



05.07.2011

21-
CHANGE MANAGEMENT UNIT (CMU), KUSP

The Principal Secretary, L & LR Department, GoWB and Nodal Officer under letter no. LRC/530/11 dated 16.05.2011 intimated that in the meeting held on 06.05.2011 in the chamber of the Chief Secretary, GoWB, the Chief Secretary desired to print 50 copies of the Rapid Assessment Survey Report of Kolkata by using fund from KUSP. Ready to print CD was supplied by them. Project Director, CMU desired to print additional 10 copies (Ref : NSP-20)

In view of above, a NIQ no. CMU-26/2002(Pt-III)/176(6) dated 27.03.2011 was invited by CMU for printing of 60 books.

In response to this NIQ for the work "Supply, delivery and printing of 60 nos. of book on Rapid Assessment Survey of Homeless population within Kolkata Municipal Corporation Area", 3 nos quotation were received. The quotations were opened on 07.06.2011. The Comparative Statement of the offers received has been prepared and is placed below. The rate offered by M/s. The Artisan stands lowest at Rs.416.00.

The Comparative Statement, which is placed below, may please be signed.

Handwritten signature
05/07/11

Handwritten signature
05/07/11

Accounts Officer, CMU
Project Manager, CMU

05/07/11

Handwritten signature

07/07/11

Draft order is placed below.

07/07/11

May kindly be perused and signed.

07/07/11

Handwritten signature

11/07/11

Handwritten signature
P.D., CMU

EE-1
Loknath
Pl. place order
in discussion.
07/07/11

P.A.
P.A.

07/07/11



The following bill has been received for ~~payment~~ payment. Details are given below.

Name of payee	Bill no. & date	Particulars	Amount (Rs-)
1. The Artisan	A/071/11-12 dt. 14.07.2011.	Printing, Production and supplying ^{60 nos.} of Rapid Assessment Survey of Homeless within K.M.C. area against order no. CMU-751/2011/295 dt. 11.07.11.	24960/-

As per requirement of Chief Secretary, Govt B. ^{These Books were printed.} Necessary stock certificate has been endorsed on the body of the bill. Above bill may kindly be processed for payment.

Submitted for kind approval.

For
27.07.2011.

~~RE.~~

Arrangement for payment of Rs 24,960=00 (ref: 'X' above) may please be made. Placed for approval.

For
27/07/11

For
27/07/11

As per -
(S. S. S.)

~~P.A~~
~~P.D~~
A.O

~~For~~
28/7/11



CHANGE MANAGEMENT UNIT (CMU)

Notes and orders at NSP 22.

Since approved by the Project Director for payment dt.27.07.2011 at NSP 22, following cheque has been prepared. Details are given below:

Name of Payee	Bill No. & Date	Particulars	Bill Amt. (Rs.)	TDS	Net Amt. Payable
The Artisan	A/071/11-12 dt.14.07.11	Printing & supply of report (60 copies) on Rapid Assessment Survey of Homeless within KMC area against this office order no. CMU-751/ 2011/295 dt.11.07.11	24960.00	499.00	24461.00
			PNB Ch. No. 769853		Dt. 01.08.11

Necessary stock certificate has been endorsed on the bill. Pay order endorsed on the bill may kindly be signed by the Accounts Officer. 1 (one) A/c payee cheque mentioned above is placed herewith for kind signature of the Accounts Officer and the Project Manager jointly.

Accounts Officer

[Handwritten signature]
A.O.

[Handwritten signature]
29/7/11

[Handwritten signature]
11/8/11

[Handwritten signature]
01/08/11

22/11/11

Rapid Assessment Survey (R.A.S.)

No. 260/MA/O/C-1/1M-34/2011 dt. 21st November, 2011.
of Jt. Secy, MA Dept. addressed to PD, CMU may kindly
be perused: (Flas-A)

It contains:

1. As per direction of Hon'ble Supreme Court, R.A.S. is to be taken in 6 Cities, this time, namely Siliguri MC, Raipur - Sonarpur Municipality, Durgapur MC, Bhatpara Municipality, South Dum Dum Municipality & Maheshtala Municipality:
 - having population > 5 lakh (2011 census)
 - to assess the no. of Homeless People.
2. 14/11/2011 → Meeting of State Level Empowered Committee for overseeing, monitoring & co-ordinating programmes & services for the urban homeless & chaired by C.S. GoWB.
 - MA Dept. will co-ordinate survey.
 - Each municipality will identify at least 2 (two) locations for starting shelter for 50 (fifty) homeless people during next F.Y., balance to be covered phase by phase.
3. i) CMU will supervise R.A.S. taken up by respective ULBs (6 in no.) → to assess the no. of homeless people in those towns.
 - ii) Format (same as earlier held in Kolkata, Howrah, Asansol)
 - iii) manner (earlier)
 - iv) Publication (earlier)
- 4) CMU will prepare estimate for expense of R.A.S. & send to MA Dept.

~~Proposed~~ It is, now, proposed that —

1. As earlier, 6 (six) agencies may be engaged for R.A.S. in 6 ULBs (2 locations for each). [It may be noted that earlier 3 agencies were engaged for 3 Cities viz, Calcutta Samaritan — for Kolkata & probably for Asansol; Don Bosco Asylum & SEED — jointly for Howrah MC.]
2. As earlier, one officer may be assigned for functioning as nodal/ Addl. nodal officer. [Earlier, Shri Pinaki Halder, WBS (Exe.) was the Addl. nodal officer.]



3. For forms we may contact the agencies/personnel mentioned in pt. ① & ②. We have only the Questionnaire (1 Page).
4. An estimate may be prepared, as entire copy is preserved in this file. & be sent to MA Dept. for funds.
5. W.O. may be issued to agencies, as early, for survey work. & TOR may be framed/obtained as early. Scope of works and deliverables may be determined. ~~OR~~ Terms of Payment may be proposed by the agencies.

We may immediately call a meeting in the Office Chamber of PD, CMU, if approved.

CAJ
22/11/11

We may fix the meeting on 25/11/2011 at 11 AM in my office chamber. R'with relevant functionaries

R. Dulu

EE/PE, PME, A.O. & LOKNATH babu - may pl. attend.
PME may pl. inform.

CAJ
23/11/11

PD, CMU

PM

PME



19.12.2011

Subject: Data of Homeless Population residing within the area of Kolkata Municipal Corporation and Howrah Municipal Corporation

'A'

Sri B. Patra, Joint Secretary, Municipal Affairs Department vide his memo. no. 270/MA/O/C-1/1M-34/2011 dated 1st December 2011 forwarded the 'Note' of Food and Supplies Department, Government of West Bengal bearing no. G-185/1(5) Fc. dated 15th November 2011 (**Flag-A**) to Project Director, CMU and requested to furnish the data of Homeless Population residing within the area of Kolkata Municipal Corporation and Howrah Municipal Corporation as per PROFORMA provide by Food and Supplies Department.

'B'

The Rapid Assessment survey of the Homeless Population residing in the areas of Kolkata Municipal Corporation and Howrah Municipal Corporation were conducted under the supervision of Shri. Pinaki Halder, Ex-W.B.C.S. (Exe.) Officer during February 2011. In Kolkata Municipal Corporation area the survey was conducted by The Calcutta Samaritans under the guidance of Dr. Sarmistha Banerjee, Associate Professor, Department of Business Management, University of Calcutta, and in Howrah Municipal Corporation area the survey was conducted by Society for Educational & Environmental Development (SEED) under the guidance of Dr. Sarmistha Banerjee, Associate Professor, Department of Business Management, University of Calcutta.

'C'

A CD containing the data of Homeless Population of Kolkata Municipal Corporation and Howrah Municipal Corporation as per the abovementioned Rapid Assessment Survey in the PROFORMA provide by Food and Supplies Department is placed in the file in **Flag-B** for kind perusal and necessary action.

(Sujay Mitra)

Poverty Monitoring Expert, CMU

Project Manager, CMU

Above note may kindly be perused.

'A' → letter of Jt. Secy. MA Dept and proforma annexed thereto for kind perusal.

'B' → Earlier RAS, Feb. 2011 done by Calcutta Samaritans in KMC and by SEED in HMC under guidance of Dr. Sarmistha Banerjee, Associate Professor, Dept. of B.M, CU. The whole survey supervised by Shri Pinaki Halder, EX-WBES (EXE.) — for kind perusal.

'C' → CD containing Homeless Population of KMC + HMC based on earlier RAS, Feb. 2011, in prescribed proforma — for kind perusal & approval.

We may send the CD to Jt. Secy. MA Dept. if approved.

A draft of forwarding letter is placed accordingly for kind perusal and signature, if approved.

19/12/11

~~PD, CMU~~

177



18.1.12

Subject: Rapid Assessment Survey of Houseless Population in 6 Cities

As per direction of the Hon'ble Supreme Court of India and the State Level Empowered Committee chaired by the Chief Secretary, Government of West Bengal, a Rapid Assessment Survey (RAS) for ascertaining the exact number of Houseless People in the following 6 (six) Municipal Areas of the State would be taken up at midnight on the 3rd February 2012 by the Municipal Employees concerned.

Serial	Urban Local Body	District
1	Durgapur Municipal Corporation	Burdwan
2	Siliguri Municipal Corporation	Darjeeling
3	Rajpur-Sonarpur Municipality	South 24 Parganas
4	Mahestala Municipality	South 24 Parganas
5	Bhatpara Municipality	North 24 Parganas
6	South Dumdum Municipality	North 24 Parganas

In the meeting held with the Municipal Authorities of abovementioned Municipalities on 6th January 2012 at SUDA Conference Hall, (Minutes of the Meeting is placed in the file in **Flag-A**) it was decided that the Principal Secretary, Municipal Affairs Department would be requested to write a letter to the Director General of Police to instruct the Police Stations involved to remain alert, and extend required help and cooperation to the Municipal Authorities, to enable them to complete the survey work smoothly.

Hence, a draft of the letter (**Flag-B**) is placed in the file for kind approval.

Principal Secretary, MA Deptt.

U.O. No. CMU.- 751/2011/98

Date 18.01.12

PM/CMU

PME

D. Bose
(Debashis Bose)
Project Director, CMU

D. Bose
18/01/12

D. Bose
18/01/12

G. Bose
18/01/12

13.2.2012

Note

Sub: Rapid Assessment Survey of Houseless Population in 6 ULBs

As per direction of Hon'ble Supreme Court of India and State Level Empowered Committee, the Rapid Assessment Survey of Houseless Population has been completed in 6 ULBs on 3rd February 2012 at mid-night. The abstract report is placed below:

Sl. No.	Name of ULB	Houseless Population observed in No. of Wards	Total No. of Houseless Family	Houseless Population			
				Male	Female	Other	Total
1	Durgapur MC	10	70	40	50	-	90
2	Siliguri MC	14	316	302	47	-	349
3	Bhatpara	24	215	150	85	1	236
4	South Dum Dum	2	124	99	54	-	153
5	Rajpur Sonarpur	5	39	22	21	-	43
6	Maheshtala	16	39	33	6	-	39
TOTAL		71	803	646	263	1	910

Now the following actions may be taken up :

1. Requesting the above 6 ULBs to submit filled in survey formats and a CD containing the Photos of the Houseless Population with appropriate numbering.
2. Engaging two staffs of CMU for data entry and report generation
3. Requesting the ULBs to claim their expenditure for conducting this survey and reimburse the same.

Placed for kind information and necessary direction.

Sujay 13.2.12
Sujay Mitra
 Poverty Monitoring Expert

PM, CMU

Above note may kindly be perused. In vein of above, 'x' may be approved. Regarding - 2, Shri Subir Datta, DEO, CMU & Shri Sabyasachi Majumdar, MI Asst. CMU may be engaged for the same.

Accordingly, a draft reg. 1 & 3, as placed, may kindly be perused and signed, if approved.

13/02/12

(1) and (2) approved

Reg (3), we may place fund as per scale fixed earlier, and seek UC
 Draft corrected

PD, CMU

PA/E

13/02/12

13/02/12



NOTE

14/05/2012

An interactive session on "Appropriate Design Solution for Night Shelter and other Amenities for Urban Poor" was organised by HUDCO on the 11th May 2012 from 10-a.m. to 2-00 p.m. at Sammalan Kaksh, HUDCO Bhavan, India Habitat Centre, Lodhi Road, New Delhi. I was directed by the Principal Secretary, Municipal Affairs Department to attend the meeting.

I attended the meeting on the scheduled date and time. Shri Saikat Basu from the Kolkata Municipal Corporation also attended the meeting.

Shri Harsh Mander, Member, National Advisory Committee chaired the meeting. A number of presentations on design options for night shelters were made by Shri Harsh Mander, Mrs Manju Safaya (HUDCO), Shri Siddharth Mitra (Architect) and Shri Kamlesh Thakur (NCL Industries Ltd). After a 3-hour long discussion it was decided that:

- (i) A manual on Night Shelter and other Amenities for Urban Poor would be published within 6 weeks.
- (ii) A web-portal would soon be launched with all relevant information on Night Shelters.
- (iii) A working group was formed, mainly with technical persons (architects) to work out the design options for night shelters. Another consultation session would be arranged in a month's time.
- (iv) All State Governments were requested to forward their suggestions on the design of Night Shelters, if any, to the working group for their consideration.

Principal Secretary may like to see.

U.O. No. CMU-751/2011/15
Date 14.05.12

These details

14/05/12
Project Director,
CMU, KUSP

Principal Secretary
M.A. Department

A communicate to the
social dept in the Govt (formerly
the social welfare dept).

15/5/12

PD/
CMU

Action taken. File for the present

24/5/12

PM